

Justice Court

Department Overview

Justice Court is the court responsible for the original jurisdiction of all civil and criminal cases outside of the City of Bozeman. The courts provide an effective and efficient court system for the residents of the county. The courts accomplish this while being fiscally responsible within the budget allocated to them.

For FY 2010 the Justice Court continues with two (2) full time Justice of the Peace as approved in FY 2005. The courts operate below the authorized budget for Personnel and Operations.

The Justice Court has seen a 25% increase in cases filed since 2000. At the same time Justice Court Collections have increased from \$957,895 to \$2,028,935.12 in calendar year 2008, which is over a 100% increase in revenue. Unfortunately a significant portion of these revenues are transferred to the State. The increase in cases and fines is a direct result of an increase in law enforcement officers, significant increases in the number of debt filings and the legislative increase of the monetary limit for civil suits to \$7,000.

Another factor in increased workload is the number of residents in the county and the increased reliance on courts for satisfaction.

After careful review an open Justice Court Clerk position was reclassified as Jury Master/Filing Clerk/Receptionist at one step lower in the matrix than was paid in 2008. Reclassification of the current Executive Assistant position will reduce wages with the filling of all positions completed by June 15, 2009.

Department Goals

- To establish an effective, efficient court that is easily accessible to the public.
- To insure that employees are well trained, helpful, friendly and accurate in their dealings with the public.
- Bailiff's presence during Law & Motion.
- Use Video Arraignments whenever appropriate.
- Participated in Bi-Annual training for the Judges.
- Encourage annual training for Clerks.
- Enlarge second Courtroom to a size allowing for full utilization.

Recent Accomplishments

- Activated Comprehensive Case Management Software.
- Staff professionalism pursued by the Office Manager.
- Mediation in civil Matters with 75% settlement on cases mediated.
- Court has facilitated the increased caseload in a smooth and efficient manner.
- Continued on the job training for clerks.
- Video Arraignments in both courtrooms.
- Scanning documents for easy retrieval/emailing.
- Executive Assistant was appointed in the vacant Justice of the Peace Department One.

GENERAL GOVERNMENT

Justice Court

Department Budget

Object of Expenditure	Actual FY 2008	Final FY 2009	Actual FY 2009	Start-Up FY 2010	Request FY 2010	Preliminary FY 2010	Final FY 2010
Personnel	\$ 512,733	\$ 545,337	\$ 524,749	\$ 525,973	\$ 525,973	\$ 515,302	\$ 517,581
Operations	115,920	145,000	116,855	127,954	127,954	132,954	132,954
Debt Service	-	-	-	-	-	-	-
Capital Outlay	6,621	16,800	-	16,800	20,300	20,300	16,709
Transfers Out	-	-	-	-	-	-	-
Total	\$ 635,274	\$ 707,137	\$ 641,604	\$ 670,727	\$ 674,227	\$ 668,556	\$ 667,244

Budget by Fund Group

General Fund	\$ 635,274	\$ 707,137	\$ 641,604	\$ 670,727	\$ 674,227	\$ 668,556	\$ 667,244
Special Revenue Funds	-	-	-	-	-	-	-
Debt Service Funds	-	-	-	-	-	-	-
Capital Project Funds	-	-	-	-	-	-	-
Enterprise Funds	-	-	-	-	-	-	-
Internal Service Funds	-	-	-	-	-	-	-
Trust & Agency Funds	-	-	-	-	-	-	-
Total	\$ 635,274	\$ 707,137	\$ 641,604	\$ 670,727	\$ 674,227	\$ 668,556	\$ 667,244

Funding Sources

Tax Revenues	\$ 57,699	\$ 58,282	\$ 55,368	\$ 58,282	\$ 55,457	\$ 55,457	\$ 58,282
Non-Tax Revenues	606,691	594,795	588,848	573,348	595,508	595,508	594,795
Cash Reappropriated	(29,117)	54,059	(2,612)	39,097	23,262	17,591	14,166
Total	\$ 635,274	\$ 707,137	\$ 641,604	\$ 670,727	\$ 674,227	\$ 668,556	\$ 667,244

Department Personnel

No. of Positions	FT/PT	Title	FTE
2	Full-Time	Justice of the Peace	2
1	Full-Time	Executive Secretary	1
7	Full-Time	Justice Court Clerks	7
1	Full-Time	Jury Master/Receptionist	1

Total Program 11

Justice Court

2010 Budget Highlights

Personnel

- Reorganized office to reflect current needs and changes associated with New Justice of the Peace.

Operations

- Decrease in operations due to decrease in budget.

Capital

- Capital Reserves increased by \$3,500 for replacement of copier in 2010.

County Commission Goals/Department Response

The County Commission established a set of overarching goals for the county government. Listed below are the County Commission's goals, followed by the methods by which Justice Court is striving to fulfill those goals.

Exceptional Customer Service

- Customer service in a courteous, professional and friendly manner.
- Prompt, accurate and timely processing of cases filed.
- Civil Judgments entered in a timely manner.
- General Temporary Orders of Protection are ruled upon and issued on the same date they are received in court.

Be Model for Excellence in Government

- Effective, efficient court easily accessible to the public.

Improve Communications

- Access to Website.

To be the Employer of Choice

- Provide professional development to staff.

GENERAL GOVERNMENT

Justice Court

WORKLOAD INDICATORS / PERFORMANCE MEASURES

Workload Indicators		Actual	Actual	Actual	Projected
Indicator		FY 2007	FY 2008	FY 2009	FY 2010
1.	Cases filed	13,500	13,500	12,500	14,000
2.	Court collections	1,850,000	1,850,000	1,950,000	2,950,000

Performance Measures		Actual	Actual	Actual	Projected
Measure		FY 2007	FY 2008	FY 2009	FY 2010
1.	Video arraignments	1,550	1,550	1,700	1,850
2.	Law and Motion	4,700	4,800	5,000	6,200
3.	Judge Trials	2,050	2,050	2,100	2,150
4.	Jury Trials	462	462	462	463
5.	Mediations	208	208	208	208
6.	Hearings	2,400	2,400	2,600	2,800
7.	Omnibus Hearings	1950	1950	2,050	2,150

Comments